

**COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING
&
NAC ELECTION
Parkway Meeting Room
46020 Algonkian Parkway
Sterling, Virginia 20165
Wednesday, January 4, 2017**

BOARD MEMBERS PRESENT:

Dave Barrie – Oatlands
Rob Heckman – Morven
Robert King – Belmont
Anne Steingass – Foxfield
Penelope Francke- Oakridge

BOARD MEMBERS ABSENT:

OTHERS PRESENT:

Donna Cooper – PMP
Loretta deLamare– PMP
Ed Thomas – PMP
Loudoun County Deputy Harvey
Residents – 5

CALL TO ORDER

Ed Thomas called the meeting to order at 7:03 PM.

APPOINTMENT OF 2017 BOARD OF DIRECTOR

Petition for Appointment for Morven Neighborhood:

Roddy Dean and Rob Heckman gave statements. Written ballot vote was taken and tallied by Jeff Kretsch. Results Rob Heckman 3, Roddy Dean 1.

Bob King moved that the Board of Directors appoint Rob Heckman to represent the Morven Neighborhood on the CountrySide Proprietary Board of Directors for 2017, effective immediately. Anne Steingass seconded. Motion passed unanimously.

ELECTION OF OFFICERS:

President

Bob King moved that the Board of Directors elect Dave Barrie as the President of the CountrySide Proprietary Board of Directors for 2017. Rob Heckman seconded the motion. Motion passed unanimously.

Vice President

Anne Steingass moved that the Board of Directors elect Penny Francke as the Vice President of the CountrySide Proprietary Board of Directors for 2017. Rob Heckman seconded the motion. Motion passed unanimously.

Secretary

Bob King moved that the Board of Directors elect Rob Heckman as the Secretary of the CountrySide Proprietary Board of Directors for 2017. Anne Steingass seconded the motion. Motion passed unanimously.

Treasurer

Rob Heckman moved that the Board of Directors elect Bob King as the Treasurer of the CountrySide Proprietary Board of Directors for 2017. Penny Francke seconded the motion. Motion passed unanimously.

ADHOC HORSEPEN RUN COMMITTEE

Resolution #260-Extend Term Horsepen Run Adhoc Committee

Rob Heckman moved that the Board of Directors adopt Resolution 260, as amended, and to extend the term to December 31, 2017. Bob King seconded the motion. Motion passed unanimously.

ELECTION OF COMMITTEE CHAIRPERSONS/LIAISONS

Community Relations Committee Chairperson

Bob King moved that the Board of Directors elect Dave Barrie as the Chairperson of the CountrySide Proprietary Community Relations Committee for 2017. Rob Heckman seconded the motion. Motion passed unanimously.

Design Review Committee Board Liaison

Penny Francke moved that the Board of Directors elect Anne Steingass as the Design Review Committee Liaison to the CountrySide Proprietary Board of Directors for 2017. Bob King seconded the motion. Motion passed unanimously.

Facilities Committee Chairperson

Bob King moved that the Board of Directors elect Penny Francke as the Chairperson of the CountrySide Proprietary Facilities Committee for 2017. Rob Heckman seconded the motion. Motion passed unanimously.

Finance Committee Chairperson

Rob Heckman moved that the Board of Directors elect Bob King as the Chairperson of the CountrySide Proprietary Finance Committee for 2017. Penny Francke seconded the motion. Motion passed unanimously.

Grounds Committee Chairperson

Anne Steingass moved to table the election of the Chairperson for the CountrySide Proprietary Grounds Committee until the January 25th Board of Directors Meeting. Penny Francke seconded the motion. Motion passed unanimously.

NAC Committee Liaison

Bob King moved that the Board of Directors elect Jeff Kretsch and Pat Bour as the Neighborhood Advisory Council Liaison to the CountrySide Proprietary Board of Directors for 2017. Penny Francke seconded the motion. Motion passed unanimously.

Horsepen Run Adhoc Committee Chairperson

Anne Steingass moved that the Board of Directors elect Rob Heckman as the Chairperson of the CountrySide Proprietary Horsepen Run Adhoc Committee for 2017. Penny Francke seconded the motion. Motion passed unanimously.

NEIGHBORHOOD ADVISORY COUNCIL

Neighborhood Advisory Council Elections

Rob King moved the following members be elected to the Neighborhood Advisory Council for 2017:

<u>Belmont:</u>	Tim Shaw Art Rodriguez Barbara O'Connor Rodney Collins Louis Kaiser	<u>Oakridge:</u>	Mike Sziede Elizabeth Moran
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<u>Foxfield:</u>	Devin Reise Dana Cizmada Elizabeth McMahon	<u>Oatlands:</u>	Courtney Hasbrouck Tonya Lovelace
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<u>Morven:</u>	Alethea Christon Brenda Koontz	<u>Rokeby:</u>	Pat Bour Yolanda Brooks Denise Moldover James Krips
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<u>Welbourne:</u>	Diane Blunt Allison Powell
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All are CountrySide members in good-standing.

Penny Francke seconded the motion. Motion passed unanimously.

DESIGN REVIEW COMMITTEE

Design Review Committee Appointments

Anne Steingass moved that the Board of Directors appoint the following members to serve on the 2017 Design Review Committee:

Belmont:	Donna Smith
Foxfield:	Lisa Viafore
Morven:	Will Vigil
Oatlands:	Sarah Wertz
Oakridge:	Roy Weidner
Rokeby:	Rich Ivey
Welbourne:	Gustavo Rey

All are CountrySide members in good-standing.

Rob Heckman seconded the motion. Motion passed unanimously.

RESIDENT AND GUEST PARTICIPATION

Officer Harvey outlined the latest Noise Ordinance regulations and encouraged residents to report offenders.

DISCUSSION ITEM

The Board of Directors discussed a request from the Morven Parking Working Group. The request will be further discussed at the January 25, 2017 Board Meeting. PMP will forward a Draft Parking Agreement to Board Members for review and Dave Barrie will contact Andy Taylor, Chairperson of the Morven Parking Working Group to request data from the groups neighborhood survey.

ADJOURN:

Bob King **moved to adjourn the meeting**. Anne Steingass seconded the motion. Motion carried unanimously. The meeting adjourned at 7:54 PM.

Respectfully Submitted,

Loretta deLamare – Recording Secretary

**COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING**

**Parkway Meeting Room
46020 Algonkian Parkway
Sterling, Virginia 20165
Wednesday, January 25, 2017**

BOARD MEMBERS PRESENT: Jennifer Cochran – Rokeby
Robert King – Belmont
Rob Heckman – Morven
Anne Steingass – Foxfield
Penelope Francke - Oakridge

BOARD MEMBERS ABSENT: Dave Barrie – Oatlands

OTHERS PRESENT: Donna Cooper – PMP
Loretta deLamare– PMP
Lisa Marnet – PMP
Suzanne Volpe – Loudoun County
Andy Taylor – Parking Committee Representative
Residents - 2

CALL TO ORDER

Penny Francke called the meeting to order at 7:05 PM.

APPROVAL OF MEETING MINUTES

Rob Heckman **moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting January 4, 2017.** Anne Steingass seconded the motion. Motion carried unanimously.

Rob Heckman **moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting November 2, 2016.** Anne Steingass seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS – 3 Residents were in attendance. Items discussed: Extensions for resident violations

GENERAL BUSINESS:

A. OLD BUSINESS- None

B. NEW BUSINESS –

APPOINTMENT TO THE BOARD OF DIRECTOR FOR ROKEBY NEIGHBORHOOD

Robert King **moved that the Board of Directors appoint Jennifer Cochran to represent the Rokeby Neighborhood on the CountrySide Proprietary Board of Directors for 2017, effective immediately.** Rob Heckman seconded the motion. Motion carried unanimously.

2017 GROUNDS COMMITTEE CHAIRPERSON

Anne Steingass **moved that the Board of Directors elect Jennifer Cochran as the Chairperson of the CountrySide Proprietary Grounds Committee for 2017.** Rob Heckman seconded the motion. Motion carried unanimously.

ELECTION OF MEMBER TO SERVE ON 2017 NEIGHBORHOOD ADVISORY COUNCIL

Bob King **moved Jonathan Breslow be elected to the Morven Neighborhood Advisory Council for 2017.** Rob Heckman seconded the motion. Motion carried unanimously.

RESOLUTION #278: ANNUAL PROPERTY INSPECTION PROCEDURES

Robert King moved that the Board of Directors adopt Resolution #278 – Annual Property Inspection Procedures as written and attached. Jennifer Cochran seconded the motion. Motion passed unanimously.

RESOLUTION #232 AS AMENDED

Jennifer Cochran moved that the Board of Directors adopt Resolution #232 as amended and attached. Rob Heckman seconded the motion. Motion carried unanimously.

EMERGENCY TEMPORARY PARKING

Andy Taylor presented the findings to date of the Parking Working Group. Robert King moved to refer the Emergency Temporary Parking discussion to the Grounds Committee for their next meeting on February 15, 2017. Rob Heckman seconded the motion. Motion carried unanimously.

Suzanne Volpe was present to answer questions and provide an update to the “No Parking” signs scheduled to be installed on Algonkian Parkway. Supervisor Volpe will advise as soon as sign installation is on the VDOT schedule. Supervisor Volpe also provided information on enforcement once the signs are installed and ideas on parking administration.

ACCOUNT #69770 REQUEST FOR ANNUAL INSPECTION EXTENSION

Robert King moved that the Board of Directors grant an extension to account number 69770 until June 30, 2017 for the Annual Inspection dated June 30, 2016.

Rob Heckman requested a friendly amended to the motion: that the Board of Directors grant an extension to account number 69770 until July 31, 2017 for the Annual Inspection dated June 30, 2016. Amendment accepted.

If the violation is not corrected by August 31, 2017 the Board of Directors will exercise the rights "to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

Additionally, if the violations are not corrected by September 30, 2017 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents.

Anne Steingass seconded the amended motion. Amended motion carried unanimously.

COUNTRYSIDE COMMUNITY GUIDELINES REVISION TO GUIDELINE #60: TRIM & TRIM WRAP FOR TUDOR TOWNHOUSES

Anne Steingass moved that the Board of Directors adopt the revised Guideline #60 as attached and to be part of the 2017 CountrySide Community Guidelines. The revision defines the Morven and Oakridge Globe Tudor Townhouses trim color. Rob Heckman seconded the motion. Motion carried unanimously.

MINOR VIOLATIONS

Robert King moved if corrective action is not taken by February 3, 2017 for MINOR violations: (see attached list) the Board agrees to exercise in accordance with Restrictions, Article IV, Section 1(d) "the right of the association to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" at a date to be determined. Jennifer Cochran seconded the motion. Motion passed unanimously.

MAJOR VIOLATIONS

Robert King moved if corrective action is not taken by February 10, 2017 for Major Violations (see attached spreadsheet) the Board will exercise the rights "to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" at a date to be determined in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

Additionally, if the violations are not corrected by February 28, 2017 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing

Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents. Jennifer Cochran seconded the motion. Motion passed unanimously.

ANNUAL INSPECTION VIOLATIONS

Robert King moved if corrective action is not taken by February 10, 2017 for ANNUAL Inspection Violations (see attached spreadsheet) the Board will exercise the rights "to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" at a date to be determined in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

Additionally, if the violations are not corrected by February 28, 2017 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents. Jennifer Cochran seconded the motion. Motion passed unanimously.

FACILITIES:

CROMWELL MAIN POOL WALL REPAIRS

Robert King moved that the Board of Directors award the contract to repair the walls at the Cromwell main pool to Crystal Blue Aquatics. The cost of repairs shall not exceed \$259,139 and will be applied to GL 9806. Jennifer Cochran seconded the motion. Motion passed unanimously.

FINANCE - None

GROUNDS - None

INFORMATION/DISCUSSION ITEMS - None

COMMITTEE REPORTS - None

MANAGEMENT REPORTS

Management Report - Reviewed
Financial Reports
Project List

At the January Finance Committee Meeting a committee member had inquired about continuing to provide snacks for meetings. Bob King agreed to ask other committee chairs. All committee chairs (Liaisons) present, DRC, Grounds, Facilities, HPR and Board Members requested snacks continue to be provided at the meetings.

EXECUTIVE SESSION –Jennifer Cochran moved that the Board of Directors convene in executive session to discuss a legal issue. All approved. Executive session commenced at 8:20 PM. Executive session ended at 8:35 PM.

ADJOURN:

Jennifer Cochran moved to adjourn the meeting. Robert King seconded the motion. Motion carried unanimously. The meeting adjourned at 8:36 PM.

Respectfully Submitted,

Loretta deLamare – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING

Parkway Meeting Room
46020 Algonkian Parkway
Sterling, Virginia 20165
Wednesday, February 1, 2017

BOARD MEMBERS PRESENT:

Jennifer Cochran – Rokeby
Robert King – Belmont
Rob Heckman – Morven
Anne Steingass – Foxfield
Penelope Francke - Oakridge

BOARD MEMBERS ABSENT:

Dave Barrie

OTHERS PRESENT:

Donna Cooper – PMP
Ed Thomas - PMP

CALL TO ORDER

Penny Francke called the meeting to order at 7:00 PM.

APPROVAL OF MEETING MINUTES

Jen Cochran moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting January 25, 2017. Rob Heckman seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS – 0

GENERAL BUSINESS:

A. OLD BUSINESS- None

B. NEW BUSINESS

Appointments to Horsepen Run Adhoc Committee

Rob Heckman moved that the Board of Directors appoint the following member/residents to serve on the 2017 Horsepen Run Adhoc Committee:

Belmont	Benu Bhargava (Voting Member)
Belmont	Allison Gallo
Foxfield	Debi Holbrook (Voting Member)
Foxfield	Carlos Garcia
Morven	Rob Heckman, Chair (Voting Member)
Oatlands	David Barrie (Voting Member)
Oakridge	VACANT
Rokeby	VACANT
Welbourne	Bob Griesbach (Voting Member)

Anne Steingass seconded the motion. Motion carried unanimously.

ARCHITECTURAL ITEMS - None

FACILITIES - None

FINANCE - None

GROUNDS - None

INFORMATION/DISCUSSION ITEMS

CountrySide Waves

COMMITTEE REPORTS

Community Relations Committee	November 3, 2016
Design Review Committee	October 24, 2016
Design Review Committee	November 15, 2016
Facilities Committee	November 10, 2016
Facilities Committee	January 12, 2017
Finance Committee	November 15, 2016
Finance Committee	January 17, 2017
Grounds Committee	November 9, 2016.03
Neighborhood Advisory Council	October 11, 2016
Neighborhood Advisory Council	November 8, 2016

MANAGEMENT REPORTS

Management Report
Financial Reports
Project List

EXECUTIVE SESSION -

ADJOURN:

Jen Cochran **moved to adjourn the meeting.** Bob King seconded the motion. Motion carried unanimously. The meeting adjourned at 7:10 PM.

Respectfully Submitted,

Donna Cooper – Recording Secretary

**COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING**

**Parkway Meeting Room
46020 Algonkian Parkway
Sterling, Virginia 20165
Wednesday, February 22, 2017**

BOARD MEMBERS PRESENT:

Dave Barrie – Oatlands
Jennifer Cochran – Rokeby
Robert King – Belmont
Rob Heckman – Morven
Anne Steingass – Foxfield
Penelope Francke - Oakridge

BOARD MEMBERS ABSENT:

None

OTHERS PRESENT:

Donna Cooper – PMP
Loretta deLamare– PMP
Lisa Marnet – PMP
Andy Taylor – Parking Committee Representative

CALL TO ORDER

David Barrie called the meeting to order at 7:00 PM.

APPROVAL OF MEETING MINUTES

Rob Heckman **moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting February 1, 2107.** Jennifer Cochran seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS

Three Residents were in attendance. Items discussed: Violation Extension, Parking

GENERAL BUSINESS:

A. OLD BUSINESS- None

B. NEW BUSINESS –

Election of Member to serve on 2017 Neighborhood Advisory Council

Anne Steingass **moved Selena McLean-Hudson be elected to the Oatlands Neighborhood Advisory Council for 2017.** Jennifer Cochran seconded the motion. Motion passed unanimously.

ARCHITECTURAL ITEMS –

Minor Violations:

Jennifer Cochran moved if **corrective action is not taken by March 3, 2017 for MINOR violations: (see attached list) the Board agrees to exercise in accordance with Restrictions, Article IV, Section 1(d) "the right of the association to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association"** at a date to be determined.

The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment

shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article VI, Section 1. Robert King seconded the motion. Motion carried unanimously.

2016 Annual Inspection Violations:

Jennifer Cochran moved if corrective action is not taken by March 10, 2017 for ANNUAL Inspection Violations (see attached spreadsheet) the Board will exercise the rights "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" at a date to be determined in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

Additionally, if the violations are not corrected by March 28, 2017 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents. Robert King seconded the motion. Motion passed unanimously.

2016 Annual Inspection Violation Account # 70229:

Jennifer Cochran moved to grant an extension to Account #70229 for 2016 Annual Inspection Violation until May 31, 2017. Rob Heckman seconded the motion with the friendly amendment that the extension be granted until July 31, 2017. Friendly amendment accepted. If corrective action is not taken by July 31, 2017, the Board will exercise the rights "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" effective July 31, 2017 in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

Additionally, if the violation is not corrected by August 31, 2017 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents. Rob Heckman seconded the motion. Motion passed unanimously.

Resident was present. Lisa Marnet agreed to email resident to set up a meeting with him at the property.

FACILITIES - None

FINANCE - None

GROUNDS –

Phase III – Street Repairs-Engineering

Robert King moved the Board of Directors accept the Gardner and Associates proposal to provide Engineering and bid documents for Phase III of the asphalt repairs needed on townhouse streets. The cost shall not exceed \$5,100 and will be applied to GL 9554. Jennifer Cochran seconded the motion. Motion passed unanimously.

Morven Townhouse Parking:

Presentation by Andy Taylor, Parking Committee Representative. Discussion.

Robert King moved to create a one-year pilot parking program in the Morven townhouse community, as follows: Evening parking on posted curbs will be by permit only between the hours of 10 PM and 7 AM. The owner(s) in good standing of each property will receive one hangtag every year per property; a second hangtag per property may be purchased for \$500. The hangtags will have visible permit numbers registered to a specific property; renters may receive hangtags through their landlord. Hangtags are nontransferable and therefor may not be sold, traded or loaned to other residents. Any such attempt to circumvent this nontransferable policy will result in the loss of all curb parking privileges for both residents involved in the violation. Any vehicle parked in these designated areas during the posted hours, that does not display a hangtag from the rearview mirror, will be subject to immediate towing. Vehicles parked with a revoked or

invalid hangtag will also be subject to immediate towing. No commercial vehicles, as defined by Countryside resolutions, may be parked in these designated areas during posted hours.

The cost of this program will be covered by fees collected and will not result in an increase of HOA assessments. Fees will be retained in a designated Morven parking account and used to reimburse the Countryside Operating Fund for this program's initial costs. If there are surplus funds they will be designated for other Morven parking improvements at the end of the pilot.

Jennifer Cochran seconded the motion. Zero votes for. Five votes against. One abstention. Motion did not pass.

Note: Parking discussion centered around the fact that the proposal/motion presented was not the same as what had been discussed at the Grounds meeting. Also noted that the cars previously parked on Algonkian have moved and there does not seem to be a parking issue on Millard and Lyndhurst.

INFORMATION/DISCUSSION ITEMS

2017 CRC Event Schedule

COMMITTEE REPORTS

Community Relations Committee	No February Meeting
Design Review Committee	
Facilities Committee	February 9, 2017
Finance Committee	
Grounds Committee	February 15, 2017
HPR	February 8, 2017
Neighborhood Advisory Council	January 9, 2017

MANAGEMENT REPORTS

Management Report
Financial Reports
Project List

EXECUTIVE SESSION - None

ADJOURN:

Jennifer Cochran **moved to adjourn the meeting.** Robert King seconded the motion. Motion carried unanimously. The meeting adjourned at 7:48 PM.

Respectfully Submitted,

Loretta deLamare – Recording Secretary

**COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING**

**Parkway Meeting Room
46020 Algonkian Parkway
Sterling, Virginia 20165
Wednesday, March 1, 2017**

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Rob Heckman – Morven
Anne Steingass – Foxfield
Penelope Francke - Oakridge

BOARD MEMBERS ABSENT: Jennifer Cochran - Rokeby

OTHERS PRESENT: Donna Cooper – PMP

CALL TO ORDER

Dave Barrie called the meeting to order at 7:00 PM.

APPROVAL OF MEETING MINUTES

Robert King moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting February 22, 2017. Rob Heckman seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS – None

GENERAL BUSINESS:

A. OLD BUSINESS- None

B. NEW BUSINESS – None

ARCHITECTURAL ITEMS: - None

FACILITIES - None

FINANCE

Non-Standard Payment Plan:

Robert King moved that the Board of Directors approve the attached payment plan for account #77942. This is not a standard Payment Plan. Rob Heckman seconded the motion. Motion carried unanimously.

Investment of Townhouse Reserve Funds:

Robert King moved that the Board authorize the Treasurer to invest funds in the Federal Money Market Fund at Vanguard Townhouse Reserves Account into two CD's of equal amounts, one for twelve (12) months and one for eighteen (18) months at the best rates available. Rob Heckman seconded the motion. Motion passed unanimously.

GROUNDS - None

INFORMATION/DISCUSSION ITEMS- None

COMMITTEE REPORTS

Community Relations Committee	
Design Review Committee	January 23, 2017
Facilities Committee	
Finance Committee	February 21, 2017
Grounds Committee	
HPR	
Neighborhood Advisory Council	

MANAGEMENT REPORTS

Financial Reports
Project List

EXECUTIVE SESSION -

ADJOURN:

Robert King **moved to adjourn the meeting.** Anne Steingass seconded the motion. Motion carried unanimously. The meeting adjourned at 7:33 PM.

Respectfully Submitted,

Donna Cooper— Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING

Parkway Meeting Room
46020 Algonkian Parkway
Sterling, Virginia 20165
Wednesday, March 22, 2017

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Rob Heckman – Morven
Anne Steingass – Foxfield
Penelope Francke – Oakridge
Jennifer Cochran - Rokeby

BOARD MEMBERS ABSENT: None

OTHERS PRESENT: Donna Cooper – PMP
Laura Roethlein - PMP

CALL TO ORDER

Dave Barrie called the meeting to order at 7:01 PM.

APPROVAL OF MEETING MINUTES

Robert Heckman moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting March 1, 2017. Robert King seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS – None

GENERAL BUSINESS:

A. OLD BUSINESS - None

B. NEW BUSINESS

ARCHITECTURAL ITEMS:

Minor Violations

Robert King moved if corrective action is not taken by April 3, 2017 for MINOR violations: (see attached list) the Board agrees to exercise in accordance with Restrictions, Article IV, Section 1(d) "*the right of the association to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" at a date to be determined.

The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article VI, Section 1. Rob Heckman seconded the motion. Motion carried unanimously. No residents present.

Major Violation

Robert King moved if corrective action is not taken by April 10, 2017 for Major Violation #107499 the Board will exercise the rights "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" at a date to be determined in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

Additionally, if the violations are not corrected by April 28, 2017 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3- Enforcement of Governing Documents. Robert Heckman seconded the motion. Motion passed unanimously. Resident not present.

FACILITIES –

Algonkian Elementary School 5th Grade Graduation Party

Rob Heckman moved that the Board of Directors waive the deposit and rental fees and donate the cost of the lifeguards for the Algonkian Elementary School 5th Grade Pool Graduation party. The party is to be held at the Lindenwood Pool on Friday, June 2, 2017 from 3:15 – 5:00pm with a rain date of June 5, 2017. The cost of lifeguards will be paid from GL 5315. Jennifer Cochran seconded the motion. Motion passed unanimously.

FINANCE

Payment Plan Request for Account #71368

Robert King moved that the Board of Directors approve the attached payment plan for account #71368. This is not a standard Payment Plan. Rob Heckman seconded the motion. Motion carried unanimously. Resident not present.

GROUNDS - None

INFORMATION/DISCUSSION ITEMS

Use of CountrySide Tennis Courts

A local tennis Coach presented the Board of Directors with a proposal to use tennis courts during 2017 to give tennis lessons to area residents. The Coach provided his background information, certifications, trainings, and a schedule of when he would need the tennis courts. The Board of Directors asked the Coach to send them a few additional items and has asked that PMP send the documents to our attorney for review. The Board of Directors also discussed making sure to notify the residents on the website and with a sign at the tennis courts that they are going to be in use. Since the Spring season is already underway, the Coach asked if he would be able to use the tennis courts beginning this Sunday.

Rob Heckman moved that the Board of Directors support the proposal for Cascades Tennis to utilize two CountrySide Blvd. tennis courts for the trial period as indicated in the terms of the 2017 Tennis Lesson Proposal, pending legal review of the provided documents and contract. Robert King seconded the motion. Motion carried unanimously.

COMMITTEE REPORTS

Community Relations Committee	March 2, 2017
Facilities Committee	March 9, 2017
Grounds Committee	March 15, 2017
Neighborhood Advisory Council	February 14, 2017

EXECUTIVE SESSION

Robert King moved to convene in Executive Session at 7:59 PM. Jennifer Cochran seconded the motion. Motion carried unanimously.

The Board of Directors discussed a letter that was received by some residents and a pending legal case.

Penny Francke moved to reconvene in Open Session at 8:16 PM. Robert King seconded the motion. Motion carried unanimously.

MANAGEMENT REPORTS

Financial Reports

Project List

ADJOURN:

Jennifer Cochran **moved to adjourn the meeting.** Rob Heckman seconded the motion. Motion carried unanimously. The meeting adjourned at 8:18PM.

Respectfully Submitted,

Laura Roethlein – Acting as Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING

Parkway Meeting Room
46020 Algonkian Parkway
Sterling, Virginia 20165
Wednesday, April 5, 2017

BOARD MEMBERS PRESENT:

Dave Barrie – Oatlands
Robert King – Belmont
Anne Steingass – Foxfield
Penelope Francke – Oakridge
Jennifer Cochran - Rokeby

BOARD MEMBERS ABSENT:

Rob Heckman – Morven

OTHERS PRESENT:

Donna Cooper – PMP
Loretta deLamare – PMP
Lisa Marnet – PMP
2 Residents
2 Guests

CALL TO ORDER

Dave Barrie called the meeting to order at 7:03 PM.

APPROVAL OF MEETING MINUTES

Jennifer Cochran moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting March 22, 2017. Robert King seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS

– 2 Residents: Appeal presented. 2 guests: Tennis Pro, Loudoun County Sheriff

GENERAL BUSINESS:

- A. OLD BUSINESS - None
- B. NEW BUSINESS

ARCHITECTURAL ITEMS:

Appeal of DRC Decision Application #106385-030617

Robert King moved that the Board of Directors overturn the DRC's decision on March 27, 2017 and approve Application #106385-030617. Anne Steingass seconded the motion. Motion carried unanimously.

Minor Violations

No motion.

FACILITIES –None

FINANCE -None

GROUNDS – None

INFORMATION/DISCUSSION ITEMS

Use of CountrySide Tennis Courts

Alex Rebeiz of Cascades Tennis thanked the Board of Directors for allowing use of the Tennis Courts for lessons. He would like to schedule a free Community Demo Day sponsored by Alpine Ski Shops. It would be from 2-5 on a Saturday in late April or early May. Dates were discussed and are to be determined.

Loudoun County Sheriff

Presented update on ongoing investigation and parking issues.

COMMITTEE REPORTS

Community Relations Committee	
Design Review Committee	February 27, 2107
Facilities Committee	
Finance Committee	March 21, 2017
Grounds Committee	
HPR	March 8, 2017
Neighborhood Advisory Council	

EXECUTIVE SESSION

Robert King **moved to convene in Executive Session at 7:30 PM.** Jennifer Cochran seconded the motion. Motion carried unanimously.

The Board of Directors discussed Fair Housing Act Guidelines.

Jen Cochran **moved to reconvene in Open Session at 8:33 PM.** Robert King seconded the motion. Motion carried unanimously.

MANAGEMENT REPORTS

Financial Reports
Project List

ADJOURN:

Jennifer Cochran **moved to adjourn the meeting.** Rob Heckman seconded the motion. Motion carried unanimously. The meeting adjourned at 8:33PM.

Respectfully Submitted,

Loretta deLamare - Recording Secretary

**COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING**

Parkway Meeting Room
46020 Algonkian Parkway
Sterling, Virginia 20165
Wednesday, April 26, 2017

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Jennifer Cochran – Rokeby
Robert King – Belmont
Rob Heckman – Morven
Anne Steingass – Foxfield
Penelope Francke - Oakridge

BOARD MEMBERS ABSENT: None

OTHERS PRESENT: Donna Cooper – PMP
Loretta deLamare– PMP

CALL TO ORDER

Dave Barrie called the meeting to order at 7:00 PM.

APPROVAL OF MEETING MINUTES

Ann Steingass moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting April 5, 2017. Jen Cochran seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS – None

GENERAL BUSINESS:

A. OLD BUSINESS- None

B. NEW BUSINESS –

ARCHITECTURAL ITEMS:

2016 Annual Inspection Violations:

Rob Heckman moved "if corrective action is not taken by May 26, 2017 for 2016 ANNUAL Inspection Violations: (see attached spreadsheet) the Board agrees "to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" effective May 27, 2017, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

Additionally, if the violation is not corrected by July 1, 2017 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents." Penny Francke seconded the motion. Motion carried unanimously.

Minor Violations:

Jen Cochran moved "if corrective action is not taken by May 12, 2017 for MINOR violations: (see attached list) the Board agrees "to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" effective May 27, 2017 and in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article VI, Section 1. Rob Heckman seconded the motion. Motion carried unanimously.

FACILITIES –

Tennis Court Windscreens:

Penny Francke moved “that the Board of Directors approve the purchase of Windscreens for tennis courts at a cost not to exceed \$2542.00. The Costs will be applied to GL 8050. With the friendly amendment that Facilities will find the balance of the cost in existing Facilities Operating Budget and will not exceed the approved Facilities Budget.” Jen Cochran seconded the motion. Motion carried unanimously.

Countryside Elementary School 5th Grade Graduation Party:

Penny Francke moved “that the Board of Directors waive the deposit and rental fees and donate the cost of the lifeguards for the CountrySide Elementary School 5th Grade Pool Graduation party. The party is to be held at the Lindenwood Pool on Thursday, June 8, 2017 from 3:15 pm to 7:00 pm with a rain date of June 9, 2017. The cost of lifeguards will be paid from GL 5315.” Jen Cochran seconded the motion. Motion carried unanimously.

FINANCE - None

GROUNDS - None

INFORMATION/DISCUSSION ITEMS- Injunctive relief

COMMITTEE REPORTS

Community Relations Committee	April 6, 2017
Design Review Committee	March 27, 2017
Facilities Committee	April 13, 2017
Finance Committee	April 18, 2017
HPR	April 12, 2017
Neighborhood Advisory Council	March 16, 2017

MANAGEMENT REPORTS

Management Report
Financial Reports
Project List

EXECUTIVE SESSION -

Jen Cochran moved to enter Executive Session. Bob King seconded the motion. Executive Session commenced at 7:31 pm. Bob King moved to go out of Executive Session. Rob Heckman seconded the motion. Executive session ended at 8:44 pm.

ADJOURN:

Jen Cochran moved to adjourn the meeting. Rob Heckman seconded the motion. Motion carried unanimously. The meeting adjourned at 8:45 PM.

Respectfully Submitted,

Loretta deLamare – Recording Secretary

**COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING**

**Parkway Meeting Room
46020 Algonkian Parkway
Sterling, Virginia 20165
Wednesday, May 3, 2017**

BOARD MEMBERS PRESENT:

Dave Barrie – Oatlands
Jennifer Cochran – Rokeby
Robert King – Belmont
Rob Heckman – Morven
Anne Steingass – Foxfield
Penelope Francke - Oakridge

BOARD MEMBERS ABSENT:

None

OTHERS PRESENT:

Donna Cooper – PMP
Loretta deLamare– PMP
Lisa Marnet - PMP

CALL TO ORDER

Dave Barrie called the meeting to order at 7:00 PM.

APPROVAL OF MEETING MINUTES

Jen Cochran **moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting April 26, 2017.** Rob Heckman seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS – None

GENERAL BUSINESS:

A. OLD BUSINESS- None

B. NEW BUSINESS –

Tennis By Alex

Discussion. No Motion.

Appeal Of DRC Decision Application #97219-030617

Anne Steingass **moved that the Board of Directors uphold the DRC's decision on March 27, 2017 and deny Application #97219-030617.** Jen Cochran seconded the motion. 4-1-0. Oakridge opposed. Motion was passed.

ARCHITECTURAL ITEMS:

Major Inspection Violations:

Robert King moved **"if corrective action is not taken by May 26, 2017 for Major Inspection Violations: (see attached spreadsheet) the Board agrees "to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" effective May 27, 2017, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).**

Additionally, if the violation is not corrected by July 1, 2017 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents." Jen Cochran seconded the motion. Motion passed unanimously.

Minor Violations:

Jen Cochran moved "if corrective action is not taken by May 12, 2017 for MINOR violations: (see attached list) the Board agrees "to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" effective May 27, 2017 and in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article VI, Section 1. Robert King seconded the motion. Motion passed unanimously.

FACILITIES – None

FINANCE - None

GROUNDS –

Street Sweeping

Jen Cochran moved that the Board of Directors award the contract for Street Sweeping in the Townhouse communities to BrightView for an amount not to exceed \$6150. The cost will be applied to GL8556. Robert King seconded the motion. Motion passed unanimously.

Engineering Report Update

Jen Cochran moved that the Board of Directors award the contract for an updated Engineering Study to Gardner James Engineering, Inc. for an amount not to exceed \$2800. The cost will be applied to GL9554. Anne Steingass seconded the motion. Motion passed unanimously.

INFORMATION/DISCUSSION ITEMS-

Paving Cost Information-Discussed. Board instructed to move forward with the Revised Plan for 2017

COMMITTEE REPORTS

Community Relations Committee
Design Review Committee
Facilities Committee
Finance Committee
Grounds Committee
HPR
Neighborhood Advisory Council

April 19, 2017

MANAGEMENT REPORTS

Management Report
Financial Reports
Project List

EXECUTIVE SESSION -

Jen Cochran **moved to enter Executive Session.** Bob King seconded the motion. Executive Session commenced at 7:45 pm. Jen Cochran **moved to go out of Executive Session.** Bob King seconded the motion. Executive session ended at 7:50 pm.

ADJOURN:

Jen Cochran **moved to adjourn the meeting.** Anne Steingass seconded the motion. Motion passed unanimously. The meeting adjourned at 7:52 PM.

Respectfully Submitted,

Loretta deLamare – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING

Parkway Meeting Room
46020 Algonkian Parkway
Sterling, Virginia 20165
Wednesday, May 24, 2017

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Rob Heckman – Morven
Anne Steingass – Foxfield
Penelope Francke – Oakridge
Jennifer Cochran - Rokeby

BOARD MEMBERS ABSENT: None

OTHERS PRESENT: Donna Cooper – PMP
Lisa Marnet - PMP
Laura Roethlein - PMP

CALL TO ORDER

Dave Barrie called the meeting to order at 7:03 PM.

Approval of Meeting Minutes

Robert Heckman moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting May 3, 2017. Anne Steingass seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS

Homeowner, account #71274, was present to discuss issue with his delinquent account. Bob King advised to include on agenda for next Finance Committee Meeting, June 20, 2017.

GENERAL BUSINESS:

A. OLD BUSINESS - None

B. NEW BUSINESS

Suspension of Amenities Privileges

Anne Steingass moved that the Board of Directors exercise the right of the Association, in accordance with the CountrySide Proprietary Governing Documents:

“the right of the Association to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for any period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the Association.”

The suspensions shall be effective as of June 1, 2017 and shall apply until the following accounts (see attached spreadsheet) have complied with maintenance requests and/or have no unpaid assessments. Robert King seconded the motion. Motion carried unanimously. Two residents present.

ARCHITECTURAL ITEMS:

Minor Violations

Jennifer Cochran moved "if corrective action is not taken by June 2, 2017 for MINOR violations: (see attached list) the Board agrees "to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" effective June 2, 2017 and in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article VI, Section 1. Anne Steingass seconded the motion. Motion carried unanimously. Two residents present.

Major Violation

Robert King moved if corrective action is not taken by June 2, 2017 for Major Violation #70321 the Board will exercise the rights "to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" at a date to be determined in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

Additionally, if the violations are not corrected by July 1, 2017 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3- Enforcement of Governing Documents. Jennifer Cochran seconded the motion. Motion passed unanimously. Resident not present.

Extension Request Application # 97219-030617 – Account #97217

A homeowner was present to discuss the Board of Directors denial of his entry door, application #97219-030617 appealed to the Board on May 3, 2017 and denied. The Board of Directors decided to make a motion based on their discussion with the homeowner.

Rob Heckman moved that the Board of Directors grant an extension to May 31, 2018 for the door to be brought into compliance with the current Guidelines at that time. Penny Francke seconded the motion. Motion carried 5-1-0. Oatlands opposed.

FACILITIES – None

FINANCE

Payment Plan Request for Account #72826

Robert King moved that the Board of Directors approve the attached payment plan for account #72826. This is not a standard Payment Plan. Jennifer Cochran seconded the motion. Motion carried unanimously. Resident not present.

2016 Annual Audit

Robert King moved that the Board of Directors accept the 2016 CountrySide Proprietary Annual Audit/Independent Auditors report performed by MalvinRiggins+Co. Jennifer Cochran seconded the motion. Motion carried unanimously.

GROUNDS - None

INFORMATION/DISCUSSION ITEMS - None

COMMITTEE REPORTS

CRC	May 4, 2017
DRC	April 24, 2017
FAC	May 11, 2017
FIN	May 16, 2017
GRNDS	May 17, 2017
HPRN	May 10, 2017
NAC	April 13, 2017

MANAGEMENT REPORTS

Management Report

Financial Reports

Project List

ADJOURN:

Jennifer Cochran **moved to adjourn the meeting.** Anne Steingass seconded the motion. Motion carried unanimously. The meeting adjourned at 7:42PM.

Respectfully Submitted,

Laura Roethlein – Acting as Recording Secretary

**COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING**

Parkway Meeting Room
46020 Algonkian Parkway
Sterling, Virginia 20165
Wednesday, June 7, 2017

BOARD MEMBERS PRESENT:

Dave Barrie – Oatlands
Jennifer Cochran – Rokeby
Robert King – Belmont
Rob Heckman – Morven
Anne Steingass – Foxfield
Penelope Francke - Oakridge

BOARD MEMBERS ABSENT:

None

OTHERS PRESENT:

Donna Cooper – PMP
Loretta deLamare– PMP
Lisa Marnet – PMP
Ed Thomas - PMP

CALL TO ORDER

Dave Barrie called the meeting to order at 7:00 PM.

APPROVAL OF MEETING MINUTES

Jen Cochran moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting May 24, 2017. Rob Heckman seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS – None

GENERAL BUSINESS:

A. OLD BUSINESS- None

B. NEW BUSINESS - None

ARCHITECTURAL ITEMS:

Appeal Of DRC Decision Application #70357-032217

Anne Steingass moved that the Board of Directors uphold the DRC's decision on April 24, 2017 and deny Application #97219-030617 contingent on the door being brought into compliance with the current guidelines within 3 years or upon such time as the property is sold, or the door needs to be replaced, whichever occurs first. Penny Francke seconded the motion. Motion passed unanimously. Two residents present.

2016 Annual Inspection Violations:

Jennifer Cochran moved "if corrective action is not taken by June 16, 2017 for 2016 ANNUAL Inspection Violations: (see attached spreadsheet) the Board agrees "to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" effective June 16, 2017, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

Additionally, if the violation is not corrected by July 1, 2017 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents." Rob Heckman seconded the motion. Motion carried unanimously.

Major Inspection Violations:

Jennifer Cochran moved "if corrective action is not taken by June 16, 2017 for Major Inspection Violations: (see attached spreadsheet) the Board agrees "to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" effective June 16, 2017, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

Additionally, if the violation is not corrected by July 1, 2017 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents." Robert King seconded the motion. Motion passed unanimously.

Minor Violations:

Jennifer Cochran moved "if corrective action is not taken by June 16, 2017 for MINOR violations: (see attached list) the Board agrees "to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" effective June 16, 2017 and in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article VI, Section 1. Anne Steingass seconded the motion. Motion passed unanimously.

FACILITIES – None

FINANCE - None

GROUNDS –None

INFORMATION/DISCUSSION ITEMS-

Tennis Alex

COMMITTEE REPORTS

Community Relations Committee June 1, 2017

MANAGEMENT REPORTS

Management Report
Project List

EXECUTIVE SESSION – None

ADJOURN:

Jennifer Cochran moved to adjourn the meeting. Penny Francke seconded the motion. Motion passed unanimously. The meeting adjourned at 7:35 PM.

Respectfully Submitted,

Loretta deLamare – Recording Secretary

**COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING**

Parkway Meeting Room
46020 Algonkian Parkway
Sterling, Virginia 20165
Wednesday, June 28, 2017

BOARD MEMBERS PRESENT:

Robert King – Belmont
Anne Steingass – Foxfield
Penelope Francke – Oakridge
Jennifer Cochran - Rokeby

BOARD MEMBERS ABSENT:

Rob Heckman – Morven
Dave Barrie – Oatlands

OTHERS PRESENT:

Donna Cooper – PMP
Lisa Marnet – PMP
Deputy Matt Harvey
No residents present

CALL TO ORDER

Penelope Francke called the meeting to order at 7:22 PM.

APPROVAL OF MEETING MINUTES

Robert King moved to approve as written minutes of the Board of Directors Meeting June 7, 2017. Penny Francke seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS –Loudoun County Sheriff Deputy Matt Harvey present to update Board on issues in the Sterling and Potomac Falls area.

GENERAL BUSINESS:

A. OLD BUSINESS - None

B. NEW BUSINESS

ARCHITECTURAL ITEMS:

Minor Violations

Robert King moved if corrective action is not taken by July 7, 2017 for MINOR violations: (see attached list) the Board agrees "to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" effective July 7, 2017 and in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions Article VI, Section 1.

Anne Steingass seconded the motion. Motion carried unanimously.

FACILITIES –None

FINANCE

Non Standard Payment Plan Account #71274

Robert King moved that the Board of Directors approve the attached payment plan for account # 71274 with the following conditions:

- Initial Payment Plan period of July, 2017 through December, 2017 homeowner will pay \$50.00 per month in addition to the regular monthly assessment
- January, 2018 through June, 2018 homeowner will pay \$100 per month in addition to the regular monthly assessment
- July, 2018 through December 2018 homeowner will pay \$150 per month in addition to the regular monthly assessment
- January, 2019 and until the balance is paid in full, homeowner will pay \$200 per month in addition to the regular monthly assessment.
- Homeowner must pay an initial amount of \$500.
- Homeowners Amenities Privileges will remain suspended until initial payment is received.

Jennifer Cochran seconded the motion. Motion carried unanimously.

GROUNDS

Street and Trail Paving

Discussion on cost estimates, bid amounts and scope of work.

Tabled to July 5, 2017 Board Meeting

INFORMATION/DISCUSSION ITEMS - None

COMMITTEE REPORTS

Community Relations Committee	
Design Review Committee	May 22, 2017
Facilities Committee	June 8, 2017
Finance Committee	June 20, 2017
Grounds Committee	June 21, 2017
HPR	
Neighborhood Advisory Council	May 9, 2017

EXECUTIVE SESSION

Robert King moved to convene in Executive Session at 7:30 PM. Jennifer Cochran seconded the motion. Motion carried unanimously.

The Board of Directors discussed Fair Housing Act Guidelines.

Jen Cochran moved to reconvene in Open Session at 8:33 PM. Robert King seconded the motion. Motion carried unanimously.

MANAGEMENT REPORTS

- Financial Reports
- Project List

ADJOURN:

Jennifer Cochran moved to adjourn the meeting. Rob Heckman seconded the motion. Motion carried unanimously. The meeting adjourned at 8:33PM.

Respectfully Submitted,

Loretta deLamare - Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING

Parkway Meeting Room
46020 Algonkian Parkway
Sterling, Virginia 20165
Wednesday, July 5, 2017

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Jennifer Cochran – Rokeby
Robert King – Belmont
Rob Heckman – Morven
Anne Steingass – Foxfield
Penelope Francke - Oakridge

BOARD MEMBERS ABSENT: None

OTHERS PRESENT: Donna Cooper – PMP
Loretta deLamare– PMP
1 Resident

CALL TO ORDER

Dave Barrie called the meeting to order at 7:01 PM.

APPROVAL OF MEETING MINUTES

Jen Cochran moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting June 28, 2017. Rob Heckman seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS – 1 Resident in attendance. Item discussed: Appeal

GENERAL BUSINESS:

A. OLD BUSINESS-

Street and Trail Paving:

Tabled to next Board of Directors Meeting.

B. NEW BUSINESS –

ARCHITECTURAL ITEMS:

Appeal – DRC Decision – 70660-053017:

Rob Heckman moved that the Board of Directors overturn the DRC's decision on June 26, 2017 and approve application 70660-053017. Penny Francke seconded the motion. Motion carried unanimously. 1 Resident in attendance.

Major Inspection Violations:

Jen Cochran moved if corrective action is not taken by July 21, 2017 for MAJOR Inspection Violations: (see attached spreadsheet) the Board agrees "to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" effective July 21, 2017, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

Additionally, if the violation is not corrected by August 1, 2017 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents. Anne Steingass seconded the motion. Motion passed unanimously.

Minor Violations:

Robert King moved if corrective action is not taken by July 14, 2017 for MINOR violations: (see attached list) the Board agrees *"to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association"* effective July 14, 2017 and in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions Article VI, Section 1. Jen Cochran seconded the motion. Motion passed unanimously.

FACILITIES - None

FINANCE - None

GROUNDS - None

INFORMATION/DISCUSSION ITEMS

Keep Loudoun Beautiful letter.

COMMITTEE REPORTS

None

MANAGEMENT REPORTS

Project List

EXECUTIVE SESSION

ADJOURN:

Jen Cochran moved to adjourn the meeting. Robert King seconded the motion. Motion carried unanimously. The meeting adjourned at 7:20 PM.

Respectfully Submitted,

Loretta deLamare – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING

Parkway Meeting Room
46020 Algonkian Parkway
Sterling, Virginia 20165
Wednesday, July 26, 2017

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Anne Steingass – Foxfield
Penelope Francke - Oakridge

BOARD MEMBERS ABSENT: Rob Heckman – Morven
Jennifer Cochran – Rokeby

OTHERS PRESENT: Mike Stracka – PMP
Loretta deLamare– PMP

CALL TO ORDER

Dave Barrie called the meeting to order at 7:01 PM.

APPROVAL OF MEETING MINUTES

Robert King moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting July 5, 2017. Anne Steingass seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS – No Residents were in attendance.

GENERAL BUSINESS:

A. OLD BUSINESS-

Street and Trail Paving:

Penny Francke moved that the Board of Directors award the contract to FEPCO for a cost not to exceed \$370,600. The contract includes paving and repairs to streets, trails, and concrete replacement. The Costs will be applied to GL 9554, 9558, and 9557. Anne Steingass seconded the motion. Motion carried 3 – 1. Belmont opposed.

B. NEW BUSINESS – NONE

FACILITIES - None

FINANCE - None

GROUNDS - None

INFORMATION/DISCUSSION ITEMS

COMMITTEE REPORTS

None

MANAGEMENT REPORTS

**Management Report - Reviewed
Project List**

EXECUTIVE SESSION -

ADJOURN:

Robert King **moved to adjourn the meeting.** Penny Francke seconded the motion. Motion carried unanimously. The meeting adjourned at 7:44 PM.

Respectfully Submitted,

Loretta deLamare – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING

Parkway Meeting Room
46020 Algonkian Parkway
Sterling, Virginia 20165
Wednesday, August 2, 2017

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Jennifer Cochran – Rokeby
Robert King – Belmont
Anne Steingass – Foxfield
Penelope Francke - Oakridge

BOARD MEMBERS ABSENT: Rob Heckman – Morven

OTHERS PRESENT: Donna Cooper – PMP
Loretta deLamare– PMP
Suzanne Volpe – Loudoun County Board of Supervisors

CALL TO ORDER

Dave Barrie called the meeting to order at 7:02 PM.

APPROVAL OF MEETING MINUTES

Jen Cochran moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting July 26, 2017. Anne Steingass seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS – One Guest in attendance. Items discussed: Suzanne Volpe informed the Board of issues regarding the Potomac River Crossing.

GENERAL BUSINESS:

- A. OLD BUSINESS- NONE
- B. NEW BUSINESS – NONE

ARCHITECTURAL ITEMS

2016 Annual Inspection Violations: no motion

Minor Violations:

Robert King moved "if corrective action is not taken by August 11, 2017 for MINOR violations: the Board agrees *"to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association"* effective August 11, 2017 and in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions Article VI, Section 1." Jen Cochran seconded the motion. Motion passed unanimously.

Major Inspection Violations:

Jen Cochran moved "if corrective action is not taken by August 2, 2017 for MAJOR Inspection Violations: the Board agrees "to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" effective August 18, 2017, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

Additionally, if the violation is not corrected by September 1, 2017 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents." Robert King seconded the motion. Motion passed unanimously.

FACILITIES - None

FINANCE –

Non-Standard Payment Plan: Account #69620

Robert King moved that the Board of Directors approve the attached payment plan for account # 69620. This is not a standard Payment Plan. Jen Cochran seconded the motion. Motion passed unanimously.

Investment of General Reserve Funds:

Robert King moved the Board authorize the Treasurer to invest \$225,000 of General Reserve Funds in the Fidelity Govt Money Market Fund at Zions Direct into a CD for twelve (12) months at the best available rate. Jen Cochran seconded the motion. Motion passed unanimously.

Investment of General Reserve Funds:

Robert King moved the Board authorize the Treasurer to invest \$200,000 of General Reserve Funds in the Fidelity Govt Money Market Fund at Fidelity Investments into a CD for eighteen (18) months at the best available rate. Jen Cochran seconded the motion. Motion passed unanimously.

GROUNDS –

Trash, Recycling and Yard Waste Collection Services:

Jen Cochran moved that the Board of Directors award the contract for trash, recycling and yard waste collection services for the 2018 calendar year to Republic Services. Costs will be applied to GL's 6145 and GL 8545. Anne Steingass seconded the motion. Motion passed unanimously.

INFORMATION/DISCUSSION ITEMS:

Budget Timeline

COMMITTEE REPORTS

Community Relations Committee	
Design Review Committee	June 26, 2017
Facilities Committee	July 13, 2017
Finance Committee	July 18, 2017
Grounds Committee	July 19, 2017
HPR	No July Meeting
Neighborhood Advisory Council	June 13, 2017

MANAGEMENT REPORTS

Management Report

Financial Reports

Project List

EXECUTIVE SESSION:

Robert King moved to enter into Executive Session. Jen Cochran seconded the motion. Motion carried unanimously. Executive Session commenced at 7:40PM. Robert King moved to end the Executive Session. Jen Cochran seconded the motion. Motion carried unanimously. Executive Session ended at 9:05PM.

Legal Issues and Contract related issues discussed in Executive Session

ADJOURN:

Jen Cochran **moved to adjourn the meeting.** Robert King seconded the motion. Motion carried unanimously. The meeting adjourned at 9:10PM.

Respectfully Submitted,

Loretta deLamare – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING

Parkway Meeting Room
46020 Algonkian Parkway
Sterling, Virginia 20165
Wednesday, August 23, 2017

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Jennifer Cochran – Rokeby
Robert King – Belmont
Anne Steingass – Foxfield
Penelope Francke - Oakridge

BOARD MEMBERS ABSENT: Rob Heckman – Morven

OTHERS PRESENT: Donna Cooper – PMP
Loretta deLamare– PMP
Lisa Marnet – PMP

CALL TO ORDER

Dave Barrie called the meeting to order at 7:00PM.

APPROVAL OF MEETING MINUTES

Jennifer Cochran moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting August 2, 2017. Anne Steingass seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS – 6 Residents were in attendance. Items discussed: Tennis, Architectural Appeal, Major Violation, Annual Inspection Violation, Parking, Inspection notifications

GENERAL BUSINESS:

A. OLD BUSINESS- None

B. NEW BUSINESS –

2018 Election Committee:

Jen Cochran moved that the Board of Directors establish a 2018 Election Committee in accordance with Resolution #120. Robert King seconded the motion. Motion passed unanimously.

Appointment to Welbourne NAC:

Jen Cochran moved that Nicole Rossi be elected to represent the Welbourne Community on the Welbourne Neighborhood Advisory Council in 2017. Ms. Rossi is a CountrySide member in good standing. Anne Steingass seconded the motion. Motion passed unanimously.

Fall Fest Amusement rental/services Vendor Contract:

Jen Cochran moved that the Board of Directors award the entertainment contract for the Annual Fall Fest Amusement and entertainment services to Talk of the Town. The amount shall not exceed \$9,000 and will be applied to GL 5312. Anne Steingass seconded the motion. Motion passed unanimously.

ARCHITECTURAL ITEMS:

Appeal – 2017 Annual Inspection – Acct # 71472: One resident present.

Anne Steingass moved that the Board grant an extension until April 30, 2018 to complete the 2017 Annual Inspection Request dated May 2, 2017 and July 20, 2017 for Account # 71472. Jen Cochran seconded the motion. Motion passed unanimously.

Appeal – DRC Decision Application # 110085-062717: One resident present.

Anne Steingass moved that the Board of Directors overturn the DRC's decision on July 24, 2017 and approve Application # 110085-062717 contingent on the shed being screened by trellis and plantings. Jen Cochran seconded the motion. Motion passed unanimously.

Minor Violations:

Bob King moved if corrective action is not taken by September 1, 2017 for MINOR violations: the Board agrees to exercise in accordance with Restrictions, Article IV, Section 1(d) "*the right of the association to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" effective September 1, 2017.

The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions Article VI, Section 1. Jen Cochran seconded the motion. Motion passed unanimously

Major Violations:

Jen Cochran moved if corrective action is not taken by September 8, 2017 for Major Violation, the Board will exercise the rights "*to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association*" effective September 8, 2017, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

Additionally, if the violations are not corrected by September 30, 2017 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents. Anne Steingass seconded the motion. Motion passed unanimously.

Extension for Account 106171: Two residents present.

Robert King moved that the Board of Directors grant an extension for the Major Violations for Account # 106171 (see attached spreadsheet) to May 31, 2018. Penny Francke seconded the motion. Motion passed unanimously.

FACILITIES - None

FINANCE

Payment Plan – Account 70998:

Bob King moved that the Board of Directors approve the attached payment plan for account # 70998. This is not a standard payment plan. Jen Cochran seconded the motion. Motion passed unanimously.

GROUNDS - None

INFORMATION/DISCUSSION ITEMS

CountrySide Courier: Electronic delivery of the Courier discussed.

Tennis Alex: Thank you to the CountrySide Board of Directors. Discussed contract renewal procedure.

COMMITTEE REPORTS

Community Relations Committee	August 3, 2017
Design Review Committee	July 24, 2017
Facilities Committee	August 10, 2017
Finance Committee	No August Meeting
Grounds Committee	
HPR	
Neighborhood Advisory Council	July 11, 2017

MANAGEMENT REPORTS

Management Report
Financial Reports
Project List

EXECUTIVE SESSION - NONE

ADJOURN:

Jen Cochran **moved to adjourn the meeting.** Robert King seconded the motion. Motion carried unanimously. The meeting adjourned at 8:26 PM.

Respectfully Submitted,

Loretta deLamare – Recording Secretary

**COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING**

Parkway Meeting Room
46020 Algonkian Parkway
Sterling, Virginia 20165
Wednesday, October 4, 2017

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Rob Heckman – Morven
Anne Steingass – Foxfield

BOARD MEMBERS ABSENT: Penelope Francke - Oakridge

OTHERS PRESENT: Donna Cooper – PMP
Loretta deLamare– PMP
Lisa Marnet – PMP
Ed Thomas - PMP

CALL TO ORDER

Dave Barrie called the meeting to order at 7:00 PM.

APPROVAL OF MEETING MINUTES

Rob Heckman moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting September 27, 2017. Anne Steingass seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS – No Residents were in attendance.

GENERAL BUSINESS:

A. OLD BUSINESS- None

B. NEW BUSINESS –

I. **ARCHITECTURAL ITEMS:**

Major Inspection Violations:

Rob Heckman moved “if corrective action is not taken by October 31, 2017 for MAJOR violations, the Board will exercise the rights to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association’ at a future date, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d). Additionally, if the violations are not corrected by January 1, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents. Anne Steingass seconded the motion. Motion passed unanimously.

Minor Inspection Violations:

Bob King moved “if corrective action is not taken by October 13, 2017 for MINOR violations: the Board agrees to exercise in accordance with Restrictions, Article IV, Section 1(d) ‘the right of the association to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association’ effective October 13, 2017. The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation

occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article VI, Section 1.” Rob Heckman seconded the motion. Motion passed unanimously.

2017 Annual Inspection Violations:

Rob Heckman moved “if corrective action is not taken by October 31, 2017 for ANNUAL Inspection Violations, the Board will exercise the rights ‘to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association’ at a future date, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d). Additionally, if the violations are not corrected by January 1, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents.” Anne Steingass seconded the motion. Motion passed unanimously.

II. FACILITIES

Titan 1st year option Pool Management Service:

Bob King moved “that the Board of Directors exercise the first-year contract option with Titan Pools & Spa for pool management services in accordance with Section IV, titled Duration of Agreement of said contract. The option period will be January 1, 2018 through December 31, 2018. All other provisions of the agreement will remain in full force and effect.” Anne Steingass seconded the motion. Motion passed unanimously.

III. FINANCE

Investment of Funds – Fidelity Operating Account:

Bob King moved “the Board authorize the Treasurer to allow the \$25,000 Investors Bank CD held in Operating Investment Account at Fidelity to mature with the proceeds to go into the Fidelity Govt Money Market Fund. Once matured, invest \$250,000 from the Fidelity Operating Investment Account Government Money Market Fund into a CD for up to 18 months at the best available rate.” Rob Heckman seconded the motion. Motion passed unanimously.

Investment of Funds – Zions General Reserve Account:

Bob King moved “the Board authorize the Treasurer to invest \$219,000 of General Reserve Funds in the Fidelity Govt Money Market Fund at Zions Direct into a CD for eighteen (18) months at the best available rate.” Anne Steingass seconded the motion. Motion passed unanimously.

Investment of Funds – Vanguard Townhouse Reserve Account:

Bob King moved “the Board authorize the Treasurer to invest \$250,000 of Townhouse Reserve Funds held at Vanguard into a CD for twelve (12) months at the best available rate.” Anne Steingass seconded the motion. Motion passed unanimously.

IV. GROUNDS

Removal of CountrySide Blvd Median Trees:

Anne Steingass moved “the Board of Directors award the contract to remove trees on CountrySide Blvd median to BrightView Landscape Maintenance, Inc. The amount shall not exceed \$11,400 and will be charged to GL 6163.” Rob Heckman seconded the motion. Motion passed unanimously.

Replacement of CountrySide Blvd Median Trees:

Anne Steingass moved “the Board of Directors award the contract to replace trees in the CountrySide Blvd median to BrightView Landscape Maintenance, Inc. The amount shall not exceed \$10,145 and will be charged to GL 6163.” Rob Heckman seconded the motion. Motion passed unanimously.

Removal of Invasive Species:

Anne Steingass moved “the Board of Directors award the contract to remove invasive species to BrightView Landscape Maintenance, Inc. The amount shall not exceed \$10,000 and will be charged to GL 6129.” Rob Heckman seconded the motion. Motion passed unanimously.

BrightView 2nd year option Landscape Services:

Anne Steingass moved “that the Board of Directors exercise the second-year contract option with BrightView Landscape Maintenance Services for Landscape Maintenance in accordance with Section IV, titled Duration of Agreement of said contract. The option period will be January 1, 2018 through December 31, 2018. All other provisions of the agreement will remain in full force and effect.” Rob Heckman seconded the motion. Motion passed unanimously.

BrightView 2nd year option Tree Services:

Anne Steingass moved “that the Board of Directors exercise the second-year contract option with BrightView for tree removal services in accordance with Section IV, titled Duration of Agreement of said contract. The option period will be January 1, 2018 through December 31, 2018. All other provisions of the agreement will remain in full force and effect.” Rob Heckman seconded the motion. Motion passed unanimously.

BrightView 2nd year Snow Removal Services:

Anne Steingass moved “that the Board of Directors exercise the second-year contract option with BrightView for Snow Removal Services in accordance with Section IV, titled Duration of Agreement of said contract. The option period will be October 1, 2017 through September 30, 2018. All other provisions of the agreement will remain in full force and effect.” Rob Heckman seconded the motion. Motion passed unanimously.

INFORMATION/DISCUSSION ITEMS

Comments - Going Green with Courier: Resident comments discussed

COMMITTEE REPORTS

- Community Relations Committee
- Design Review Committee
- Facilities Committee
- Finance Committee
- Grounds Committee
- HPR
- Neighborhood Advisory Council

September 19, 2017
September 20, 2017

MANAGEMENT REPORTS

- Management Report
- Financial Reports
- Project List

EXECUTIVE SESSION - None

ADJOURN:

Bob King moved to adjourn the meeting. Rob Heckman seconded the motion. Motion carried unanimously. The meeting adjourned at 7:15 PM.

Respectfully Submitted,

Loretta deLamare – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING

Parkway Meeting Room
46020 Algonkian Parkway
Sterling, Virginia 20165
Wednesday, October 25, 2017

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Rob Heckman – Morven
Anne Steingass – Foxfield
Penelope Francke - Oakridge

BOARD MEMBERS ABSENT: None

OTHERS PRESENT: Donna Cooper – PMP
Loretta deLamare– PMP
Lisa Marnet – PMP
2 Residents

CALL TO ORDER

Dave Barrie called the meeting to order at 7:00 PM.

APPROVAL OF MEETING MINUTES

Rob Heckman moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting October 4, 2017. Anne Steingass seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS – 2 Residents were in attendance. Items discussed: Architectural Application and 2017 Annual Inspection Violation.

GENERAL BUSINESS:

A. OLD BUSINESS- None

B. NEW BUSINESS –

Request for Use of Common Ground – Application 70660-092917:

Anne Steingass moved “that the Board of Directors approve the request for use of common ground as requested and described in Application #70660-022917. Approval of application is contingent on:

- Common ground is restored to the same condition after installation
- Appropriate measures are taken to prevent erosion where the pipe daylights from the drain
- The French drain and discharge pipe will be maintained as applied for and approved
- All future owners must maintain the French drain and discharge pipe as applied for and approved

If the property owner fails to properly maintain the French drain and discharge pipe as applied for and approved, the Proprietary will remove the portion encroaching on common ground.” Rob Heckman seconded the motion. Motion passed unanimously. One resident in attendance.

ARCHITECTURAL ITEMS –

Minor Inspection Violations:

Bob King moved “if corrective action is not taken by November 10, 2017 for MINOR violations; as indicated on attached spreadsheets, the Board agrees to exercise in accordance with Restrictions, Article IV, Section 1(d) “the right

of the association to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association” effective at a future date.

The Board may also exercise the right through its agents and employees, after Design Review Committee Resolution, to enter upon the lot and take such steps as may be necessary to remove or otherwise terminate or abate such violation and the cost thereof may be assessed against the lot upon which such violation occurred. A statement for the amount shall be rendered to the lot owner, at which time the assessment shall become due and payable, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article VI, Section 1.” Rob King seconded the motion. Motion passed unanimously.

2017 Annual Inspection Violations

Bob King moved “if corrective action is not taken by November 17, 2017 for ANNUAL Inspection Violations as indicated on attached spreadsheet, the Board will exercise the rights “to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association” at a future date, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

Additionally, if the violations are not corrected by January 1, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents.”

Rob King seconded the motion. Motion passed unanimously.

2017 Annual Inspection Violation Account #69818:

Rob Heckman moved “that the Board of Directors grant an extension to April 15, 2018 to Account #69818 for the 2017 Annual Inspection Violation.” If corrective action is not taken by April 15, 2018 for ANNUAL Inspection Violations the Board will exercise the rights “to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association” at a future date, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

Additionally, if the violation is not corrected by May 1, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents.”

Penny Francke seconded the motion. Motion passed unanimously. One resident in attendance.

FACILITIES –

Lindenwood Pool – Repairs and Whitecoat:

Penny Francke moved “the Board of Directors award the contract to remove all loose plaster and whitecoat the Lindenwood pool to Titan Pools & Spas for a cost not to exceed \$110,000. The cost will be applied to GL 9807.” Bob King seconded the motion. Motion passed unanimously.

Purchase and Installation of De-Chlorinators:

Penny Francke moved “the Board of Directors award the contract for pool de-chlorinators to Titan Pools & Spas for acquisition, installation and the first-year operation for the Lindenwood, Cromwell and Parkway pools. The cost shall not exceed \$8500 and GL’s to apply to will be determined in November.”

Bob King seconded the motion. Motion passed unanimously.

FINANCE - None

GROUNDS - None

INFORMATION/DISCUSSION ITEMS -

Hidden Lane Landfill: Discussed. Agreement end date to be 3 years hence.

COMMITTEE REPORTS

Community Relations Committee	October 5, 2017
Design Review Committee	September 25, 2017
Facilities Committee	October 12, 2017
Finance Committee	
Grounds Committee	October 18, 2017
HPR	October 11, 2017
HPR	September 13, 2017
Neighborhood Advisory Council	September 12, 2017

MANAGEMENT REPORTS

Management Report
Financial Reports
Project List

EXECUTIVE SESSION – None.

ADJOURN:

Rob King **moved to adjourn the meeting.** Anne Steingass seconded the motion. Motion carried unanimously. The meeting adjourned at 7:48 PM.

Respectfully Submitted,

Loretta deLamare – Recording Secretary

COUNTRYSIDE PROPRIETARY
BOARD OF DIRECTORS MEETING
Parkway Meeting Room
46020 Algonkian Parkway
Sterling, Virginia 20165
Wednesday, November 1, 2017

BOARD MEMBERS PRESENT: Dave Barrie – Oatlands
Robert King – Belmont
Rob Heckman – Morven
Anne Steingass – Foxfield
Penelope Francke - Oakridge

BOARD MEMBERS ABSENT: None

OTHERS PRESENT: Donna Cooper – PMP
Loretta deLamare– PMP
Lisa Marnet – PMP
Officer Matt Harvey – Loudoun County Sheriff Dept.

CALL TO ORDER:
Dave Barrie called the meeting to order at 7:00 PM.

APPROVAL OF MEETING MINUTES:
Rob Heckman moved that the Board of Directors approve as written the minutes of the Board of Directors Meeting October 25, 2017. Penny Francke seconded the motion. Motion carried unanimously.

RESIDENTIAL PARTICIPATION/GUESTS: One Resident was in attendance. Item discussed: Application appeal.

- 1) Officer Matt Harvey from the Loudoun County Sheriff's Department was present. He reported there has been an increase in vehicle tampering and asked that CountrySide remind residents to lock their vehicles.
- 2) The recent Graffiti tagging is not thought to be gang related.
- 3) The Sterling Quarterly meeting is at 7pm on November 8. Officer encouraged a PMP representative to attend
- 4) Remind Residents:
 - a. Slow down in school zones. Tickets are being issued.
 - b. Lock vehicles at all times. Do not keep valuables in the car.
 - c. Keep outside lights on at night.

GENERAL BUSINESS:

A. OLD BUSINESS- NONE

B. NEW BUSINESS-

2018 Community Guidelines Updates:

Anne Steingass moved that the Board of Directors adopt the attached updates and revisions to be part of the 2018 CountrySide Community Guidelines. Rob Heckman seconded the motion. Motion passed unanimously.

ARCHITECTURAL ITEMS:

Appeal: DRC Application # 70400-082117:

Anne Steingass moved that the Board of Directors overturn the DRC's decision on September 25, 2017 and approve Application # 70400-082117 with the friendly amendment that approval is contingent upon barrel being

screened by plantings. Rob Heckman seconded the motion. Motion passed unanimously. One resident was in attendance.

Minor Inspection Violations:

No Motion

2017 Annual Inspection Violations:

Bob King moved if corrective action is not taken by November 24, 2017 for ANNUAL Inspection Violations Acct. #70931 the Board will exercise the rights "to suspend the voting rights and the rights to use of the common areas for any period during which any assessment remains unpaid and for a period not to exceed sixty (60) days for any infraction of any of the published rules and regulations of the association" at a future date, in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article IV, Section 1 (d).

Additionally, if the violations are not corrected by January 1, 2018 our legal counsel may file for injunctive relief for the violation, and fees and charges, from the court in accordance with the CountrySide Proprietary Governing Documents, Covenants and Restrictions, Article III, Section 3-Enforcement of Governing Documents. Penny Francke seconded the motion. Motion passed unanimously.

FACILITIES: None

FINANCE:

Standard Payment Plan Acct. # 69798:

Bob King moved that the Board of Directors approve the attached payment plan for Account # 69798. This is a standard payment plan. Rob Heckman seconded the motion. Motion passed unanimously.

GROUNDS: None

INFORMATION/DISCUSSION ITEMS: None

COMMITTEE REPORTS:

Community Relations Committee	
Design Review Committee	
Facilities Committee	
Finance Committee	October 17, 2017
Grounds Committee (Revised)	October 18, 2017
HPR	
Neighborhood Advisory Council	

MANAGEMENT REPORTS:

Management Report
Financial Reports
Project List

EXECUTIVE SESSION: None

ADJOURN:

Bob King moved to adjourn the meeting. Anne Steingass seconded the motion. Motion carried unanimously. The meeting adjourned at 7:36 PM.

Respectfully Submitted,

Loretta deLamare – Recording Secretary